

## How to Use the ALSO Teaching Materials

**Sponsors are to distribute the \*teaching materials to each course instructor. They do not have access to the course materials web page.**

**Posters:** The poster documents are 8.5"x 11". The AAFP gives permission for ALSO Course Sponsors to enlarge these documents to poster size by their organization or by a professional printing business.

**\*Demo Videos:** Due to copyright and file size of these videos, they cannot be emailed to instructors. We recommend viewing them during your pre-course faculty meeting. Approved Instructors may also view them in their Instructor Renewal Course.

**Workstation Checklists:** These documents should be duplicated, one for each Learner, and one for each Instructor to reference. The checklists are for the required workstations, only.

**Interactive Group Case Studies:** Learners should not have any information about the cases prior to the activity. One Instructor Guide should be given to each Instructor facilitating this workstation to reference. Slide sets need only be duplicated and given to each Learner if a projector is not available.

**Group Testing Scenarios:** Each testing station should have one copy of these seven scenarios available for each Instructor to use as a guide. No copies of the scenarios should be made for Learners. Each Learner will take their turn performing as the team leader for one scenario that was randomly assigned to them. Ideally, there should be two Instructors present at each workstation. One to facilitate and prompt the group with information provided on the Case Scenario sheet, while the other Instructor checks the Learner off on the testing sheet. This is only a guide for the instructors, not a checklist. Sponsors should view the "**Group Testing How-To for Instructors**" video (11-min) with Instructors during the pre-course faculty meeting. The video is also available to Approved Instructors on the ALSO Instructor Online Community under the Library tab. All Workstation Videos are included in the Instructor Renewal Course and should be shown during the pre-course faculty planning meeting.